



## BOARD MEMBER APPLICATION

*Thank you for your consideration of serving as a Board member for Mountain Island Charter School, Inc. Please find some general information about our school and this position below. If you are interested in service beginning July 1st (with some transition prior), please submit the attached application to Rich Zinno, Board Secretary (rzinno@micharter.org) by 5pm on Monday, January 31st.*

### **I. General Description**

Mountain Island Charter School offers a traditional curriculum while instilling character values and leadership development within a positive, challenging learning environment. Students, staff, teachers, and parents will be encouraged to lead by example through their positive impact on and service to each other, their school and their community. We endeavor to promote and foster excellence, wisdom, integrity, and perseverance within our students to enable them to be successful in today's complex and diverse society.

Mountain Island Charter School, Inc. is a non-profit foundation, run by the Board of Directors, given the authority to run a charter school in the state of NC. This authority is granted in the form of a charter issued by the State Board of Education. The Board of Directors is responsible for the governance, policy, and overall financial health of the school. They are also directly responsible for the MICS Executive Director.

Regular meetings of the Board are held on the 2<sup>nd</sup> Monday of each month. Special meetings may be called by the Chairperson of the Board whenever deemed necessary. No action of the Board is official unless taken at a regular or special meeting. Board Members have authority to govern the school as a group and have no authority to act as individuals. All meetings of the Board are open to the public. An agenda will be sent to each member prior to the board meeting with member input so that each meeting runs smoothly. Robert's Rules of Order is used in conducting the business of the Board.

All Board actions are recorded in the minutes as the official permanent record of the Board. Policies determined by the Board are reflected in the MICS student handbook, employee handbook, and policies and procedures manual. A copy of the minutes of each Board meeting is available online after each meeting.

### **II. Qualifications**

- A. Be at least twenty-one years of age.
- B. Be an advocate of public education in NC, and the charter school role in the public education system.
- C. Be a resident or be aware of the multi-county community(ies) that surrounds MICS.
- D. Have experience and/or a skill set that adds value to the work of the Board.
- E. Have the respect of those who you have worked with previously.
- F. Have a desire to be an active Board member in a non-profit organization.
- G. Be a team member who can provide solutions and a positive attitude.

Additionally, no person may serve on the Board of Directors who is an employee of MICS, or a relative of any employee as defined by North Carolina law. In the event any member of the Board of Directors desires to apply for employment with MICS, such member must resign from the Board of Directors prior to making such application for employment. Notwithstanding this provision, any current board member who is a relative of an employee may complete their term but may not serve on any committee related to human resources or finance.

### **III. Responsibilities**

- A. Set up, review, and revise (as necessary) the policies of the school
- B. Uphold the school mission and by-laws
- C. Work with the school administration to support their day-to-day operation of the school
- D. Designate the job responsibilities of the Executive Director
- E. Attend Board meetings with little interruption and school functions where appropriate/available.
- F. Oversee and ensure fiscal responsibility in the operation of the school.
- G. Initiate and create long range (5 year) planning for financials and operations.
- H. Hire the Executive Director and approve the hiring of other school personnel as recommended by the Executive Director.
- I. Serve on at least one board subcommittee needed for the operation of the school.
- J. Disclose any conflicts of interest and/or possible nepotism

**IV. General information**

- A. Per current bylaws, Board members will serve up to two three-year terms (no need to be consecutive). Members may serve one additional term if approved by board supermajority.
- B. Applications will be reviewed by Board Members and the Executive Director. Interviews will be conducted in February and March from at least a portion of applications received, with priority placed on applicants whose professional skill sets align with the identified needs of the Board. Elections will occur by the Board at their meeting in April. Transition will occur from that date to June 30<sup>th</sup>.
- C. The officers of the Board will be Chairperson, Secretary, and Treasurer. Other members are at-large members. The Board of Directors shall be composed of an odd number of voting members ranging from five to twenty-one. The actual number of Directors and the inclusion of any alternate Directors with non-voting rights shall be determined from time to time at the discretion of the Board.

**Application for MICS Board Member for Fiscal Year Starting July 1, 2022**

**I. General Information**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

Children

Name	Age	School Attending/Attended

Write a brief statement about your vision for an ideal educational environment.

Share your thoughts about the role of charter schools in NC.

Why do you wish to serve on the Mountain Island Charter School Board?

List experiences that you have had to prepare you to serve on this board.

Please attach a copy of your current resume, including both work and volunteer history. Answers to the above can also be attached if additional space is needed.

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Please list three professional (non-Board member) references who could be contacted:

Name	Relationship	Phone	Email

- NOTE: All Board member candidates will be subject to a background check prior to selection.